



KING COUNTY MENTAL HEALTH BOARD

QUALITY COUNCIL MEETING SUMMARY

Day/Date: Monday, February 25, 2002
Time: 3:30 – 5:00 PM
Location: Exchange Building: 821 Second Avenue, Conference Room 6A, Seattle, WA

Members Present:

Eleanor Owen
Ron Sterling

Members Absent:

Janny Becker
Alberto Gallego
Jeanette Barnes - Mental Health Board (MHB) nominee

Members Excused:

Debbie Roszkowski - MHB nominee
Alice Howell
Jack Fuller

Staff:

Liz Gilbert
Jerilyn Anderson – United Behavioral Health (UBH)
Barb Vannatter – UBH
Jean Robertson

Guests:

Heather Reitmeier – Ruth Dykeman Youth and Family Services

Note Taker:

Irma Van Buskirk

Call To Order

Eleanor called meeting to order at 3:38 PM.

Approval of Last Minutes

A quorum was not present. The January minutes were not approved as a quorum was not present. Ron noted a correction needed to be made to the January minutes re: the e-mail address of Eleanor. The correct address is: eleanor_owen@mindspring.com.

Announcements

There were no announcements.

UBH Annual Site Visit Report

Barb Vannatter provided a detailed review of UBH's 2001 Annual Site Visit Report.

➤ Concurrent/Retrospective Review Form

Barb said that this tool, as it relates to tiered services, is based on King County requirements, Washington Administrative Codes (WAC's) and UBH contract requirements with providers. All agencies are reviewed by UBH annually. At each agency, UBH selects a random number of charts that are reviewed using this form - sections are as follows:

- I. Intake – specifically looking for documentation re: WAC requirements upon intake and, client voice in plan of care. New this year – intake regarding dental health treatment.
- II. Treatment Planning – a new special requirement population WAC added. Review looks to see if client voiced concerns are noted.
- III. Clinical Risk Management – reviews documentation in chart regarding stabilization of client.

Eleanor questioned how to help families that call Washington Advocates for the Mentally Ill (WAMI) with complaints about difficulty getting a case manager to return calls etc. Barb stated that any time a client's family is concerned about care, they should call UBH Client Services.

- IV. System Coordination – reviews crisis plan for update within 72 hours, and if scheduling of a medication appointment was in place at time of discharge.
- V. Collaboration between Mental Health System and Allied Services – reviewing charts to see if all community members involved with client have had contact with the provider.
- VI. Crisis Plan – special populations and client voice documentation.

VII. Tier Accuracy – supporting documentation accuracy.

VIII. Data Accuracy – does data match King County Information System (KCIS)

Additional attachments: Attention Deficit Hyperactivity Disorder; Oppositional Defiant Disorder; Post Traumatic Stress Disorder; Bipolar I; Major Depression; Schizophrenia and, Mental Illness with Substance Use Disorders

➤ **Chart Review Detail and Agency Comparisons: Clinical Site Review 2001**

Barb reviewed the UBH Chart Review Detail and Agency Comparisons handouts in detail, and explained to members that the data may appeared skewed depending upon the number of charts reviewed at each agency.

Red Cross Disaster Planning Response Plan

Jean spoke on the Mental Health, Chemical Abuse and Dependency Services Division (MHCADSD) non-funded, state mental health mandated Red Cross Disaster Planning requirement. MHCADSD is currently developing a draft disaster plan that looks at a disaster three fold:

- 1) Is the disaster localized enough, for services to be handled within MHCADSDs own crisis system?
- 2) Is the disaster county or statewide in size? MHCADSD would assist local county emergency centers as well as the Red Cross. If the disaster is large enough to be declared a federal disaster area, MHCADSD would then become eligible to receive Federal Emergency Management Act (FEMA) monies.
- 3) Is the disaster large enough to destroy major info-structures? MHCADSD goal would be to achieve level #2.

Recovery Ordinance

Liz reviewed King County Recovery Ordinance #313974 with members. The goal of this ordinance is to move clients from dependency to a lesser state of dependency and eventually to recovery. The ordinance requires an update to the council on how MHCADSD is moving to a recovery system of care. Secondly, MHCADSD is required to develop a mental health report card that provides information to the council on housing and vocational attainment. This report provides information on adults ages 21-60, and the first report on these issues is due to council on April 30, 2002.

Handouts at this Meeting

UBH Concurrent/Retrospective Review Form

UBH Chart Review Detail

Site Review Results from 2001 Fiscal Site Visit of Provider Agencies

UBH memo dated December 5, 2001 – Subject: 2001 Administrative Site Reviews

UBH Agency Comparisons

Future Agenda Items or Enclosures

Mock up of Recovery Ordinance Report Card

Quality Council Role and Membership

Client Satisfaction Survey 2000

After Hours Crisis Survey Report

Next Meeting

The March meeting has been cancelled.

The next scheduled meeting will be:

Monday, April 22, 2002

Exchange Building, 821 Second Avenue, Conference Room 6A

3:30 – 5:00 PM

Meeting adjourned at 5:12 PM.